



MentoringWomenInBusiness

Become a Protégé Mentee

Information Pack

September 2019 – August 2020



MENTORINGWOMENINBUSINESS

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Protégé Mentorship Programme 2020

This September, Protégé will launch the sixth cohort of its highly successful Mentorship Programme. The Programme will match 50 high potential female Mentees with 50 experienced female and male Mentors. Mentors are sourced from Singapore's most successful businesswoman and men, academics, entrepreneurs, NGOs and industry leaders.

Protégé Programme Summary

Protégé's mentoring programme is a multi-faceted, fully supported and structured, 9-month development opportunity that includes:

- **Official Launch, Mid-point Review, Networking Events and Closing Celebration.**
- **Mentor / Mentee Matching** – a vital component of a successful mentoring programme.
- **Mentoring Sessions** – 6-8 x one-to-one, one-hour mentoring sessions.
- **Mentee Skills Workshops** – covering various relevant topics.
- **Mentor Skills Workshop** – to further develop mentoring and leadership skills.
- **Peer-to-Peer Mentee Project** – hosting guest facilitators, workshops and Closing Celebration.
- **Networking Events** – with peers, mentors, senior executives and other women's interest groups.
- **Programme Workbooks and Materials** – to enhance and support the learning experience.
- **Mentoring Supervision** – on ad hoc basis for Mentors.
- **Protégé Mentoring App** – provides everything you need for the programme in one handy place.

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Mentee roles are open to **early-career females** with:

- A minimum of **six years full-time work experience** and are currently employed.
- Able to attend an Information Session in September/October.
- The desire to proactively advance in your career and optimise your potential.
- A strong commitment to achieving your goals, initiatives, and aspirations.
- A willingness to accept feedback and to be honest about your positive and challenging attributes.
- An open and inquiring mind and the flexibility to change.
- The availability to participate fully in the Protégé programme for 12-months from end September 2019 through August 2020, and to join in all activities, including networking and skills development workshops.
- Time to manage and attend 6-8 x one-hour mentoring sessions. Dates, times and location to be mutually agreed with your Mentor.

Following are the requirements for becoming a Protégé Mentor, which will give you an idea of their seniority and level of leadership experience.

Criteria for a Protégé Mentor

Mentor roles are open to both **female and male** executives with:

- Approximately **10 years** in a **senior leadership role**.
- A desire to guide and motivate the next generation of women to achieve their career goals and aspirations.
- The business / industry knowledge and experience necessary to be able to discuss a wide range of topics and situations.
- Good mentoring skills.
- Provide together with the Mentee, 6-8 x one-hour mentoring sessions.



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Your Commitment

As a Mentee your time commitment during the 12 months will be as follows:

1. Attend an Information Session – details below (1.5 hours).
2. Complete the Application Form and should you be accepted, participate in the Mentor / Mentee 'Speed Matching' process (2.5 hours) on 12 November 2019.
3. Manage and attend 6-8 x one-hour mentoring sessions from January – August 2020 (1 hour per month).
4. Attend the Official Launch, Mid-point Review, Networking Events and Closing Ceremony (2.5-3 hours each).
5. Actively participate in the Skills Development Workshops commencing January 2020 (2.5-3 hours per month).
6. Work with other Mentees supporting the workshops and managing the closing ceremony (3-4 hours total).
7. Attend at least 70% of all networking events and workshops.
8. Assist by providing feedback about your experience and of the programme as a whole.
9. **Pay an Administration Fee** of S\$500.00 upon acceptance to the programme. (Payment instructions to follow).

An overview of the **Protégé Calendar** is outlined on Page 6. Do note those sessions which Mentees should attend, all of which require a commitment of your time.

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Application Process

Step 1: INFORMATION SESSION

Book a place on an Information Session via the link below.

- 30 September – 12noon-1:30pm
- 4 October – 12noon-1:30pm
- 9 October – 12noon-1:30pm

Link: <https://trayka.com/onboard/protége-mentoring-programme-2020>

Step 2: APPLICATION FORM

Complete the Application Form via the link below:

NB:

- Use the **latest Internet Browser**
- Avoid Firewalls which may be used by your company
- Retain your email address and password to be able to download the Protégé App once you have been confirmed on the programme.

Link: <https://trayka.com/mentee-apply/protége-mentoring-programme-2020>

APPLICATION DEADLINE: 11:59 pm, Sunday 20 October 2019.

Step 3: ADD DATES TO YOUR CALENDAR

Save the following dates in your calendar:

- Speed Matching – **12 November 2019** - 6:30-9:00pm
- Programme Launch – **15 January 2020** - 6:30-9:00pm.

Step 4: THE PROTÉGÉ MENTORING APP

Once your Application has been accepted, we will send you a link to download the Protégé Mentoring App (use same email and password from Application process) so you can manage event/calendar invites, RSVPs, chat with mentor/mentee, access all programme materials and complete surveys.

For more information about the Protégé Mentoring Programme 2020 please contact Programme Director, Nicole Maddocks – nicole.maddocks@protege.asia.



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Protégé Calendar 2019-20 (draft)

(Events are conducted between 6:30-9:00pm in CBD)

Date	Event / Workshop	Attendees
2019		
30 Sept, 4 Oct, 9 Oct	Information Sessions #1, #2, #3 12noon-1:30pm	Interested applicants
20 October	Applications close	Interested applicants
4 November	Successful applicants confirmed – link to Mentoring App provided	Successful applicants Protégé
12 November	Speed Matching	All
10 December	Year-end Networking	All + Alumni
2020		
14 January	Confirmation of Mentor / Mentee Match	Protégé
15 January	Protégé 2020 Launch	All + Guests
Jan to Aug	6-8 x one-hour Mentoring Sessions	Mentors, Mentees
28 January	Mentee Workshop #1 – Goals and Values	Mentees
29 January	Mentor Workshop #1	Mentors Only
24 February	Mentee Workshop #2 – Secrets of Career Success	Mentees
11 March	Networking Evening	All
31 March	Mentee Workshop #3	Mentees
1 April	Mentor Workshop #2	Mentors Only
23 April	Mentee Workshop #4	Mentees
5 May	Mid-point Review	All
25 May	Mentor Workshop #3	Mentors Only
16 June	Networking Evening	All
20 July	Mentee Workshop #5	Mentees
26 August	Closing Celebration	All + Guests
September	Feedback Survey via Mentoring App	All



What's Being Said ...

YouTube: Check out what a former mentor and mentee have to say about the success they experienced on the programme:

<https://www.youtube.com/watch?v=M3AmDByk34c&t=14s>

Mentors:

- *'I gained more skills in Diversity and Inclusion and it helped me work on my **unconscious bias!**'*
- *'I definitely feel I am more **open and transparent** – encouraged on the programme.'*
- *'Helped me understand the motivations and thought process of the younger generation. I now try to keep those in mind when trying to engage and **motivate my team.**'*
- *'The interaction with the mentees proved invaluable in providing me with a sense of the **challenges faced by our female talent.**'*
- *'Made me reflect more on how I'm **managing my own career** and that of my direct reports; and challenging myself to improve and create opportunities for myself and my team.'*

Mentees:

- *'I loved the ripple effect caused from this fantastic programme in **building stronger communities** for both men and women and the parallel initiatives that flourished as a result.'*
- *'Coming back from maternity leave, it **gave me the push** to start networking again and the readiness to take on extra projects and stretch.'*
- *'I've **started thinking differently** about the impact of being visible and how I present myself. I feel **empowered to get involved in challenging projects** and be more comfortable being my genuine self at work.'*
- *'To push myself **beyond my comfort zone** and find where the 'magic' can happen. I definitely have better exposure and more opportunity to shine.'*
- *'Having my mentor challenge how I was approaching decisions regarding my career. For example, I would initially focus on impact to others before focusing on what I wanted.'*
- *'I pay more attention to relationships and networking - I am **more confident in being assertive** about my work, goals and targets.'*



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Become a Protégé Partner 2020

Protégé Partners are guaranteed numerous places on the programme for qualified Mentors and Mentees in addition to other attractive benefits.

Protégé Partners 2019:



In-house Programmes:

CFA Society Singapore	CFA Society Sydney
European Bank	Financial Women’s Association Singapore
Girls in Tech Singapore	OCBC Bank
Standard Chartered Bank Sing/Dubai	Women in Mining & Resources (WIMAR)

More Information:

Go to <http://protege.asia/what-we-do/programme-overview> or contact nicole.maddocks@protege.asia.

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